



County of Los Angeles CHIEF EXECUTIVE OFFICE

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Third District

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Fifth District

November 18, 2011

To: Sachi A. Hamai
Executive Officer
Board of Supervisors

From: William T Fujioka
Chief Executive Officer

REVIEW OF BOARD POLICY NO. 3.150

After a review of Board Policy No. 3.150 – Emergency Management Implementation Task Force Policy, I am recommending a four-year extension of the March 3, 2012, sunset review date. The next sunset review shall be March 3, 2016.

The Board policy gives the Chief Executive Office, Office of Emergency Management (OEM) in conjunction with the affected Board Office and in consultation with the Chief Executive Office, Office of Unincorporated Area Services the authority to establish an Emergency Management Planning Task Force for each unincorporated community that has developed specific emergency planning and preparedness strategies. This policy also establishes that each Emergency Management Implementation Task Force will coordinate efforts of various County departments, State and Federal agencies, local community organizations and businesses, public and private non-profits and institutions, and utility companies. The Emergency Management Implementation Task Force will provide an annual report to the Board of Supervisors on the status of the emergency management planning strategies for the community represented by them.

Should you have any questions, please do not hesitate to contact me or a member of your staff may contact Senior Manager John Fernandes, OEM, at (323) 980-2261.

WTF:JSF:REW:llm

C100169.Bd Policy No 3.150 - Emerg Mgmt Implementation Task Force.Sunset Review.m.111811

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Los Angeles County **BOARD OF SUPERVISORS POLICY MANUAL**

Policy #:	Title:	Effective Date:
3.150	Emergency Management Implementation Task Force Policy	03/03/09

PURPOSE

Provides for the sustainability of emergency management planning strategies for specific unincorporated areas. Provides for the establishment of Emergency Management Implementation Task Forces to:

- Implement, review, and update unincorporated community specific emergency management strategies;
- Monitor community emergency management strategies to ensure they comply with County, State and federal planning guidelines including the Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS);
- Advise the Office of Emergency Management and the Board of Supervisors Field Offices via the respective Supervisor about emergency management related issues;
- Test emergency management strategies through annual emergency preparedness drills and tabletop exercises; evaluate the results of the tests; and ensure the necessary changes are made to the strategies;
- Design and implement community education programs to increase awareness of community emergency management strategies including strategy updates and modifications; and
- Build community involvement and investment in emergency preparedness through ongoing communication and educational outreach programs regarding emergency management strategies.

REFERENCE

July 3, 2001, [Board Order #70](#)

September 20, 2005, [Board Order #62-C](#)

October 23, 2007, [Board Order #12](#)

POLICY

It is the policy of the Board of Supervisors that the Chief Executive Office, Office of Emergency Management in conjunction with the affected Board Office and in consultation with the Chief Executive Office, Office of Unincorporated Area Services, shall establish an Emergency Management Planning Task Force for each unincorporated community that has developed specific emergency planning and preparedness strategies. The Policy establishes that each Emergency Management Implementation Task Force will:

- Develop operating procedures;
- Implement efforts to maintain and update emergency management planning strategies in the community for which it is established;
- Coordinate efforts of various County departments, State and federal agencies, local community organizations and businesses, public and private non-profits and institutions, and utility companies;
- Develop ongoing programs, goal and objectives;
- Provide an annual report to the Board of Supervisors on the status of the emergency management planning strategies for the community represented by the Emergency Management Planning Task Force; and

Ensure that members on the Emergency Management Planning Task Force include County Departments, State and local agencies as appropriate, local community organizations and businesses, and utility companies.

RESPONSIBLE DEPARTMENT

The Chief Executive Office, Office of Emergency Management, with assistance of the affected Board Office and in consultation with the Chief Executive Office, Office of Unincorporated Area Services, shall coordinate the implementation of the Emergency Management Planning Policy for unincorporated areas. The Chief Executive Office, Office of Emergency Management will co-chair the Emergency Management Implementation Task Force with the Board appointed member of the community and will coordinate implementation of the aforementioned Policy with the :

Affected Board Office

Chief Executive Office, Office of Unincorporated Area Services

Sheriff

Department of Animal Care and Control

Fire Department

Department of Health Services

Department of Mental Health

Department of Public Health

Department of Public Social Services

Department of Public Works

The Department of Parks and Recreation and the Office of Public Safety will be included if park facilities are located in the affected unincorporated area community. Other County departments may be added as required.

The Guidelines for the formation of Emergency Management Implementation Task Forces are attached to this Policy.

DATE ISSUED/SUNSET DATE

Issue Date: March 3, 2009

Issue Date: March 15, 2012

Sunset Date: March 3, 2012

Sunset Date: March 3, 2016